

**Town of Webster  
Office of Select Board  
945 Battle Street  
Webster, NH 03303  
Final Minutes – August 17, 2015  
Approved August 31, 2015**

Present: Bruce Johnson, Roger Becker, Michael Borek, Bob Dupuis, Rob Wolinski, Emmett Bean, Sue Roberts, Scott Brooks, Erin Darrow, Tara Gunnigle, Jon Pearson, Roy Fanjoy and Leslie Palmer

Chairman Johnson opened the meeting at 4:30 PM.

Scott Brooks, Manager of State Government Affairs for TDS, met with the Select Board to discuss entering into a Cable TV Franchise Agreement with the Town of Webster. He presented a map of the Town showing where fiber optic cable will be installed and noted that most homes in the Town will have access to cable TV along with high speed internet and telephone. TDS will consider expanding coverage in the future when it is deemed economically feasible to do so. The next step in the process is to hold a Public Hearing. Administrative Assistant Leslie Palmer will provide Mr. Brooks with a list of public buildings eligible for “courtesy drops” and Mr. Brooks will send an updated draft agreement to be reviewed by Town Counsel. Once reviewed, a Public Hearing will be scheduled.

The Board signed the following for Administrative Assistant Leslie Palmer:

- Chairman Johnson moved to accept the 8/3/2015 Select Board minutes as written. Selectman Becker seconded the motion. All in favor, the motion was approved.
- Chairman Johnson moved to request that the Trustees of the Trust Funds issue a check in the amount of \$587.50 payable to Tyler Technologies from the Office Equipment Capital Reserve Fund, Account #780187894, to pay for the ADS Profund Server move. Selectman Becker seconded the motion. All in favor, the motion was approved.
- The renewal for the ENH Power contract, information on group dental rates and a Statement of Support for the Guard and Reserves were presented and reviewed by the Select Board.
- On behalf of the Financial Administrator, the Select Board signed the payroll and accounts payable manifests, the bank reconciliation and Treasurer’s Report.

Police Chief Bob Dupuis presented or advised the Board of the following:

- 48 calls for service in the last two weeks.

Fire Chief Rob Wolinski presented or advised the Board of the following:

- Old Home Day went well. He thanked the Old Home Day Committee for their hard work and dedication.
- Chief Wolinski asked about outstanding building issues at the Safety Building; Chairman Johnson confirmed that there are a few minor issues that will be addressed but that the roof is complete.
- Chief Wolinski asked if Ryan Dubuc could perform electrical work at the Safety Building as he is a licensed electrician. The Board agreed.

At 5:40 PM, the Select Board opened bids for the Town Hall Vinyl Siding Project. Two bids were received; Fontaine Construction, Bow, NH, with a bid of \$31,441.00 with an option to remove existing siding for an additional \$6,500.00, and Granite Roots Construction, Concord, NH, with a bid of \$20,932.07 with an option to remove existing siding for an additional 6,398.70. The Select Board awarded the project to Granite Roots Construction with the option to remove the siding.

**Board Action:** Chairman Johnson moved to award the Town Hall Vinyl Siding Project to Granite Roots Construction with a winning bid of \$20,932.07, with the option of removing the existing siding for an additional \$6,398.70. Selectman Becker seconded the motion. All in favor, the motion was approved.

Old Business:

- The Select Board reviewed the quote by Ryan Frost for replacement of the decking on the handicap ramp. He proposed replacing the decking with either pressure treated wood for \$2,300.00 or composite decking for \$3,650.00. He also provided a quote of \$100.00 to remove and reinstall the storm window and screen from the window in the Town Hall stairwell so the painter can re-glaze it. The Select Board approved the pressure treated

option as well as the window quote. Administrative Assistant Palmer will contact Mr. Frost to have a contract drafted for Board signature.

- The Select Board was presented with draft Fraud Balance, Fund and Accounting Policies. The Board will review the drafts and accept the final policies at the next Select Board meeting.
- The Select Board continued their discussion on potential road closures to through trucking on Bashan Hollow Rd. and Gerrish Rd. In response to the Board's request, Chief Dupuis wrote a recommendation. He wrote in favor of a 30,000 lb. weight limit as he is opposed to a no through trucking ordinance. He believes that the weight limit would limit most of the heavy truck traffic on the roads. Discussion followed as to enforcement and the results of the Truck Routing Study were again discussed. Jon Pearson asked Road Agent Emmett Bean about the costs of maintaining dirt roads versus paved roads with heavy truck traffic. Road Agent Bean confirmed it is less expensive to maintain the dirt roads than the paved ones damaged by heavy truck traffic. The Select Board will schedule a Public Hearing to weigh the pros and cons of road closures and weight limits.
- Erin Darrow of Right Angle Engineering, PLLC, provided the Board with an update of her work related to White Plains Rd. and Bashan Hollow Rd. White Plains Rd: Ms. Darrow has conducted a Cost Benefit Analysis (CBA) and confirmed that the project is a viable for a FEMA grant application. The wetlands have been mapped out and the surveyor has more field work to complete. She then described the process of applying for a FEMA grant and recommended completing design work and submitting a Wetland Permit Application as "Phase II" of the project. She will send a proposal of the work in Phase II to the Select Board. Selectman Becker moved to authorize Right Angle Engineering to continue working on Phase II of the White Plains Rd. Project. Selectman Borek seconded the motion. All in favor, the motion was approved. Bashan Hollow Rd: Ms. Darrow reported that the surveyor has almost completed his work and has mapped out the Right of Way; she presented a map of the road showing the Right of Way as well as her recommended design to repair the road. She recommended performing road work within the right of way in order to keep the project simple and to keep costs down. In addition to replacing the culvert, she suggests widening the road and cutting back the embankment to straighten the sharp curve in the road. Discussion followed as to the pros and cons of straightening the road; safety was weighed against maintaining the scenic nature of the road. Ms. Darrow indicated that she needs to complete the design work relative to her recommendation to prepare for the Planning Board Hearing that will be required to perform the road work. The Board approved the design recommended and the work needed to prepare for the Hearing. Chairman Johnson moved to authorize Right Angle Engineering to perform the work needed to prepare for the Planning Board Hearing and approved the design as presented. Selectman Borek seconded the motion, Selectman Becker voted no. The motion was approved.
- Options to repair Pond Hill Rd. were discussed. Ms. Darrow indicated that the project may be eligible for a Moose Plate grant. A grant could be written to finance plans to improve drainage, clean sediment pollution and replace the culvert. She will contact Administrative Assistant Palmer to begin the process of writing the grant, due in September.

#### New Business:

- Chief Dupuis contacted Dockham Trucking who has agreed to pick up trash at the Safety Building free of charge. The Board authorized the arrangement.
- The Select Board approved a property tax payment plan presented on behalf of the Tax Collector.

#### Public Comment:

- Tara Gunnigle asked the Select Board if it would be possible to store oil paintings currently in the Meeting House in the Town Hall over the winter. The Board agreed. As a member of the Old Home Day Committee, she reported that the Old Home Day Dance will return to Allen Rd. in the future. Also, she noted that the sign post in front of the Town Hall could be used to promote Old Home Day Activities. She asked the Board about the letter of retraction that she requested; she will coordinate with Selectman Becker to draft it. Ms. Gunnigle indicated that a Felony Warrant has been issued to her former tenant.

7:25 PM, Selectman Borek made a motion to adjourn; seconded by Selectman Becker and approved.

*Respectfully Submitted, Leslie M. Palmer*